



Griffin Middle School

Family Handbook

2026–2027



Lead Boldly. ROAR Proudly. Go Wildcats!



■ Welcome



Dear Griffin Families,

Welcome to an exciting new school year at Griffin Middle School! Whether you are returning to our Wildcat family or joining us for the first time, we are thrilled to have you as part of our school community.

At Griffin, we are committed to helping every student thrive academically, socially, and emotionally. Our work is grounded in our four Pillars of Success: Education, Innovation, Collaboration, and Celebration. These pillars guide our decisions, shape our culture, and help us create meaningful learning experiences that prepare students for success both inside and outside the classroom.

As Wildcats, we strive to be Respectful, show Ownership, be Accountable, and remain Resilient in all that we do. Our ROAR expectations help foster a positive school climate where students feel supported, challenged, and empowered to reach their full potential.

We are especially excited about the improvements made to our campus over the summer, including facility enhancements, fresh paint throughout the building, and a refresh of our Positive Behavioral Interventions and Supports (PBIS) program. These updates reflect our commitment to providing a welcoming environment where students can learn, grow, and excel.

Throughout the year, students will have opportunities to engage in rigorous learning, participate in clubs and activities, develop leadership skills, and be recognized for their achievements. Families can also look forward to a variety of events designed to strengthen the partnership between home and school, because we know that student success is greatest when we work together.

Our dedicated teachers and staff are eager to welcome students back and are committed to supporting them every step of the way. Together, we will continue building a culture of excellence where every student is encouraged to lead boldly, embrace challenges, and celebrate accomplishments.

Thank you for entrusting us with your child's education. We look forward to partnering with you to make this school year one of growth, achievement, and unforgettable memories.

Lead Boldly. ROAR Proudly. Go Wildcats!

Warm regards,

Dr. Jennifer Anthony-Young

Principal

Griffin Middle School



■ Communication



Griffin Office

Phone: 678-842-6917

Fax: 678-842-6919

School Website - www.cobbk12.org/Griffin

Instagram - @GriffinMiddle.CCSD

Principal

Dr. Jennifer Anthony-Young – Jennifer.Anthony-Young@cobbk12.org

School Secretary

Elenor Negron – Elenor.Negron@cobbk12.org

Assistant Principals:

- Dr. Mia Beasley (6th Grade A-L 7th Grade) – Mia.Beasley@cobbk12.org
- Mrs. Nneka Butler (8th Grade M-Z 7th Grade) – Nneka.Buttler@cobbk12.org

Cobb County School District

Transportation - (678) 594-8000

County Office - (770) 426-3300

Parent/Teacher Conferences are held October 13-16. Teachers and Families meet to discuss student progress, areas of growth and the instructional program.

CTLS Parent - Weekly communication will be sent from your child's teacher and Dr.

Anthony-Young will send the Wildcat Weekly (school newsletter) each week on Sunday at 4:00pm.

The Wildcat Weekly will include information regarding school events, District information, parent resources and any special announcements from our PTSA or Foundation that pertain to the entire school community.

CTLS Parent will also be used as the primary form of communication between school and home, so please check it regularly for any class announcements or messages specific to your child. You may also receive text messages or voice call outs from this system. Parent messages will be responded to within 24 hours and not during the instructional day when our teachers are providing instruction.

Email is a secondary form of contact for teachers. Primary contact will be through CTLS. A staff member's personal cell phone should not be used for communication regarding educational matters.

COBBedTV is an educational access cable channel featuring local programming and Board of Education meetings. COBBedTV is available on Comcast Channel 24 in Smyrna or Charter cable channel 97.



■ SCHOOL HOURS



The school day is from 8:50 am-4:15 pm each day.

Students may enter the building at 8:00am each day and the Tardy bell rings at 9:15 am.

Early Checkout ends at 3:30pm daily.

Instructional time is critical to academic success. Parents are discouraged from late arrivals and checking students out early as students will miss instruction and it is a disruption to the school day. Appointments should be scheduled outside of school hours when possible. More than 10 occurrences may result in a letter from administration, and the social worker may be consulted.

VISITORS

When visitors arrive, they must show their ID at the gray box located outside the front entrance and state the purpose for their visit. Once entry allowed, visitors should go directly to the front office and keep ID readily available. Please do not hold the door for additional visitors as we need to verify each guest. No ID = No Entry (no exceptions).

All visitors MUST sign in with a front office staff member and if there for a scheduled appointment, must wear the badge and wait for a school representative to escort him/her to their designated meeting location. Parents/families are not permitted to walk their child(ren) to class.

ENROLLING ADULT

The rule defines an enrolling parent as the parent with whom the student resides and who enrolled the student. The enrolling adult makes the final decision for the child at the school regarding transportation, emergency contacts and communication with the school.

It is the responsibility of the parents/guardians to provide Griffin with any custody information. Joint cooperation is needed to make certain that effects of divorce or change in families on children are minimized by sensitivity and understanding. By law, no change of custody can take place at school to include their luggage/belongings.

NON-ENROLLING ADULT

The non-enrolling parent, shall be afforded the following: Student Records, Teacher Conferences and School Activities (as defined below):

- School Activities - attendance at public or spectator activities involving his/her child; which may include classroom activities to which all parents/guardians are invited. Activities such as lunchroom visits and classroom visits are not considered public or spectator activities.

Check-out or Pick-up: The non-enrolling parent will not be permitted to check-out or pick-up students unless proper authorization from the enrolling parent is on file with the school.

LUNCH

Breakfast and Lunch Fees are listed below for the 2026-2027 school year.

Student Breakfast - \$2.50 / Reduced Price - \$0.30

Student Lunch - \$3.50 / Reduced Price - \$0.40

CCSD Staff Breakfast - \$2.75 (same price for guests)

CCSD Staff Lunch - \$5.00 / Guests - \$5.25



You can add funds to your cafeteria account with a major credit card by telephone (1-866-535-1707), through the internet through the MySchoolBucks (replacing

MyPaymentsPlus for Food Services only. Meals can be viewed on the MealView app.

Free or Reduced-price application: <https://frapps.horizonsolana.com/COBC01>

DELIVERIES



The school will not accept deliveries of food or items (i.e. – Grub Hub, UberEats, balloons, flowers, gifts). These items will not be delivered to students if left outside.

Birthday Celebrations and Sales on Campus:

To minimize disruptions to the instructional day and ensure a safe and orderly learning environment, students may not bring birthday treats, snacks, or other celebratory items to distribute at school. Because students transition throughout the building during the day, bringing and transporting additional items from home can create distractions and interfere with school operations.

Additionally, students are not permitted to sell items on campus unless the sale is part of an approved school-sponsored activity. Unauthorized sales of food, merchandise, or other items are prohibited and are considered a violation of the Student Code of Conduct.

Oops...my child left an item at home:

Enrolling adult or approved designee may drop off items your child needs (i.e. - book bag, folder, homework, lunchbox, medication, etc.). You will not be allowed to walk these items down to the classroom.

All items will be delivered by a front-office staff member or PTSA Volunteer.

ELECTRONIC DEVICES



It is recommended that students only bring electronic/smart devices for instructional or emergency purposes. Cell phones must be turned completely off and stored in book bags. Violations will be managed using the CCSD Code of Conduct. Griffin is not responsible for personal devices lost or stolen.

Smart watches may be worn during the day but not used for testing or texting. Parents, please refrain from calling or texting your child during the instructional day as this can also cause a distraction to the learning environment.

*Children with access to smart phones/devices should be taught the proper use or when it is appropriate to call 911. All calls to emergency services are taken seriously and a police officer is obligated to check on each matter.



■ GRADING



Student grades are reported each nine weeks on the following schedule.

Progress Reports will be uploaded into CTLS at the 4 ½ week mark by: September 18, November 20, February 12, and April 2

Report Cards will be visible in ParentVUE each nine weeks by: Conference Week (October 13; discussed at your child's conference), January 8, March 19 and May 28.

Posting Grades

Teachers will update grades once per week. If you have a question about your child's grade, please reach out to the subject area teacher first. Students will receive a grade for PE/Health, Art and Music. Grading procedures will be listed in each teacher's syllabus. It is also important to check ParentVUE regularly, as student grades will be updated in the system weekly.

District and State Assessments will be administered according to the District Calendar and makeups only provided if allowed and the student has an excused absence on their assessment day.

LOST AND FOUND



Middle school students are expected to keep track of their personal belongings. There is no designated area for lost and found. However, if a student finds an item they may turn it in to their classroom teacher or to student support. Items not claimed within a reasonable timeframe will be discarded.

EMERGENCY NUMBERS

It is imperative that accurate and current emergency contact information be updated in ParentVUE. The classroom teacher, at a minimum, should know how to reach you should an emergency arise. Only the enrolling adult can make changes in ParentVUE; designating emergency contacts or individuals who may pick up the child. It is also important to fill out the Inclement Weather forms in their entirety.

REGISTRATION



It is important that families keep their information up-to-date.

All registered students must live within the Griffin school zone. If you move, you must report your new address in ParentVUE.

Statement of Legal Residence (SLR) forms must be updated every year and notarized in-person with one of our staff members. The person you live with must be in attendance in order to sign and notarize the legal document. If your lease expires, you will have one week to upload an updated lease in ParentVUE or your child will be withdrawn one week from the expiration date. Updated proof of residency is required for ALL families at the end of each year.

BUSES



Parents and students should use the "Here Comes the Bus" app for up-to-date bus information. The free app can be downloaded from the Apple App Store or Google Play.

The user will need the School District Code 87881 and their student ID number.



*Questions regarding bus routes, drivers and pick up/drop off times should be directed to the Transportation Department at (678) 594-8000. Here comes the bus issues should be reported to hctb@cobbk12.org.

PICK-UP



Students should arrive at the bus stop no later than 5 minutes prior to the pick-up time and are to wait in an orderly manner. Parents should provide supervision at the bus stop. Buses are not considered late until 5 minutes after the scheduled pick-up time has elapsed. Please keep up-to-date on possible bus route changes (especially at the beginning of the school year) by checking the Edulog Parent Portal bus tracking tool.

DROP-OFF



Students should be greeted by an adult at their bus stop or have a way to enter their residence. Students returned to campus are the parents/guadians responsibility after 4:30pm.

CONDUCT



Enrolling adult must complete the Safe Rider form for the child to ride the bus. Use of CCSD transportation is a privilege for families living more than half a mile from school. A student may be suspended from CCSD transportation as a result of inappropriate or dangerous behavior. Students must demonstrate proper respect to the driver and obey driver instructions at all times.

Objectionable or dangerous objects are not permitted on the bus (including, but not limited to tobacco, drugs, alcohol, weapon imitations and weapons). Students will keep their arms, head, and belongings inside the bus. The use of obscene gestures or language, willful destruction or defacing of school property is prohibited. Fighting or physical play is not allowed on the bus or school grounds.

Parents should also maintain respectful interactions with bus drivers. Many bus drivers drive multiple routes and sub when bus drivers are absent. No parent or guardian should step on a school bus for any reason. If a parent violates this rule, they will be reported by Transportation to the Police Department.



■ TRANSPORTATION



Please make sure your child is aware of how your child will go home each day prior to arriving on campus. A consistent schedule is best as switching transportation day-to-day causes confusion and can result in errors if not handled appropriately or in advance. When a student changes a bus or is a new bus rider, there is special documentation needed. Please inquire with student support for additional information. Middle school students are expected to know their mode of transportation.

Carpool

Griffin Middle School dismisses students in waves, with car riders dismissed first. Families should remain in the designated carpool line until their assigned number is called and their student enters the vehicle. For student safety, students are not permitted to cross the carpool lane to enter a vehicle.

Families may obtain a car rider number during ROAR & Explore or from student support throughout the year. If a family does not have a car rider number displayed, the student's name must be provided to the staff member managing the carpool line for verification and dismissal.

If your child requires additional assistance entering the vehicle, please pull forward to a designated area so traffic may continue to flow safely and efficiently.

Parents and visitors are expected to follow all carpool procedures, traffic laws, and directions provided by school staff. Respectful interactions with teachers, staff, and fellow families are expected at all times. Reports of unsafe driving, failure to follow traffic laws, or disrespectful behavior may be referred to school administration and/or the Cobb County School District Police Department. Repeated violations may result in restrictions on campus access or participation in the carpool process.

Thank you for helping us maintain a safe and efficient dismissal process for all students.

Arrival

Parents should stay in their cars, follow the carpool path and have the child ready to exit the car when you pull up to the front of the school. Delays occur when the child is not ready (i.e. – asleep, on a device, still grooming or backpack is not packed). Please be mindful of child safety locks which can also cause a delay. Students should exit the car from the right (sidewalk) near a staff member. Do not drop off students in the parking lot to cross traffic by themselves *Please be courteous to our Staff who volunteer their time to support our carpool line. Parents interested in volunteering with carpool should contact PTSA.

Dismissal

All students are expected to proceed directly to their assigned dismissal area when their transportation method is dismissed. Students may not remain on campus or in school-designated dismissal areas after dismissal has concluded.

Students not picked up by 4:30 p.m. will be considered under the care and responsibility of their parent/guardian. Repeated late pickups may result in administrative follow-up. There is no ASP in middle school.

*All late arrivals and early check-outs must take place in our front lobby with one of our front-office staff members.



■ TESTING



Students will participate in a variety of local school and State-wide testing throughout the school year.

Local School Assessments:

Common Formative (6th-8th) - daily or weekly checks on individual

standards covered within a unit. Teachers may utilize these assessments to determine needs or enrichment opportunities within small groups.

Common Summative (6th-8th) - An assessment given at the end of a Unit that covers all the standards within that unit. This assessment is usually weighted heavier than other assessments.

State/District-wide Assessments:



ACCESS

The ACCESS test (Assessing Comprehension and Communication in English State-to-State) is a standardized assessment used in Middle schools to measure the English language proficiency of English Language Learners (ELLs). It is designed by WIDA (World-Class Instructional Design and Assessment) and is typically administered annually.

Beacon (6th-8th)

BEACON assessments measure student progress throughout the school year, allowing educators to target instruction and make informed decisions.

BEACON assessments are administered online and they are computer adaptive which means:

- After answering a set of on grade-level questions, the difficulty of questions adjusts based on student responses.
- As the student answers correctly, questions become more difficult.
- As the student answers incorrectly, the questions become easier.

BEACON data helps teachers identify student instructional needs and measure student progress throughout the year.

CogAT (7th Grade)

Students in grades 1, 3, and 7 are assessed in the fall on the Cognitive Abilities Test (CogAT). This test measures student performance on abilities related to success in school subjects.

IOWA (7th Grade)

Students are assessed in the fall on the Iowa Assessments (Iowa). This is a norm-referenced assessment that measures student achievement in comparison to other students nationwide. Students in grades 3, 5, and 7 are tested in Reading, Mathematics, Language Arts, Science, and Social Studies.

GAA

The GAA test, or Georgia Alternate Assessment (GAA), is a standardized test designed for special education students in Georgia who have significant cognitive disabilities and cannot participate in the general state assessments, even with accommodations.

Purpose:

The GAA is used to:



Measure how well students are learning academic content aligned with the Georgia Standards of Excellence (GSE).

Help determine progress toward grade-level learning goals.

Fulfill federal and state testing requirements for accountability.

PSAT 8/9 Assessment (8th Grade)

As part of Cobb County School District's commitment to college and career readiness, 8th-grade students can participate in the PSAT 8/9 assessment. The PSAT 8/9 is designed to measure the academic skills and knowledge students need to be successful in high school, college, and future careers.

The assessment provides valuable feedback in the areas of reading, writing and language, and mathematics. Results help students identify their strengths, areas for growth, and opportunities for advanced coursework as they prepare for high school. The PSAT 8/9 also introduces students to the College Board assessment system and helps them familiarize themselves with the format and expectations of future assessments such as the SAT.

Participation in the PSAT 8/9 supports students in setting academic goals and planning for future success. Additional information regarding testing dates, preparation resources, and score reports will be shared with families throughout the school year.

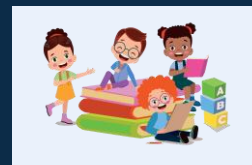


Georgia Milestones Assessment (6th -8th)

The Georgia Milestones Assessment is the statewide assessment program designed to measure how well students have mastered the knowledge and skills outlined in Georgia's academic standards. Students in middle school participate in End-of-Grade assessments in English Language Arts, Mathematics, Science, and Social Studies. These assessments provide valuable information about student progress and academic achievement and help guide instructional decisions. Families are encouraged to ensure that students are present, well-rested, and prepared during the testing window. Additional information regarding testing dates and expectations will be communicated throughout the school year.



■ SCHOOL CLUBS and Organizations



Some clubs come with a fee to cover expenses such as a shirt, supplies or fees associated with entry into District competitions or events. School Clubs will be updated and listed on our website by August 3 - www.cobbk12.org/Griffin.

The most updated list of clubs is below with general criteria.

ART Club

Spring only (meets once a week) | Criteria shared by club sponsor

Art Club is for students who want to explore and create art together. Students will be able to develop their artistic skills, learn new techniques, collaborate on projects, and connect with others who share their passion for art.

Junior BETA Club

Criteria will be shared in August | Meets once a month

The Junior Beta Club is a division of the National Beta Club that recognizes and supports students in grades 6-8 who demonstrate academic achievement, strong character, and leadership potential. It's a non-profit educational youth organization that emphasizes service to others and developing well-rounded individuals.

GENTLEMAN'S CLUB

To help young boys understand the values of being a gentleman and respect for themselves and others. To help build confidence and leadership skills.

Unified Club

Unified Club is a club for students with and without intellectual disabilities that comes together for sports, games, community service, school events, and most of all, to have fun! It provides students the opportunity to take a hands-on leadership role in promoting inclusion in their own school environment

MATH TEAM

Math team consists of the most advanced mathematical minds that Griffin has to offer. Students must tryout and qualify based on results on a math test. Participants will take their mathematical knowledge to a whole new level as they compete all year for a spot on the school's 4-person math team who will compete county-wide.



■ SCHOOL CLUBS and Organizations (Continued)



FCA

Mission: FCA focuses on uniting students through fellowship, prayer, and discipleship to foster spiritual growth and positive character development.

FCCLA

Mission: to promote personal growth and leadership development through Family and Consumer Sciences (FCS) education. It focuses on empowering youth to become leaders in their families, careers, and communities through character development, critical thinking, and practical skills.

Yearbook Club

Mission: to collaboratively document, design, and produce a lasting, high-quality keepsake that captures the memories, school spirit, and unique experiences of the academic year.

Soccer Club

Soccer Club provides students with an opportunity to develop their soccer skills, build teamwork, and stay active in a fun and supportive environment. Students of all skill levels are welcome to participate. Club meetings may include skill development, conditioning, small-sided games, and friendly competition. Through participation, students learn sportsmanship, cooperation, leadership, and perseverance while building positive relationships with their peers. Meeting dates, times, and participation requirements will be communicated throughout the school year.



■ ATTENDANCE



Daily and full attendance is important for the well-being and academic success of our students. Missing part or all of the academic day can result in academic gaps and places undue stress on students.

Excuse notes

It is important that parents send documentation regarding all absences. These notes help school personnel determine if the absence is excused (i.e. - doctor's notes, funeral, religious holiday, etc.) All absences without documentation are marked as unexcused.

Attendance policy

- After three (3) absences - contact by the student's teacher in CTLSParent
- After five (5) absences - a school letter is sent to families via CTLS
- After seven (7) unexcused absences - a referral will be made to the School Social Worker

Tardies

Arriving late to school can also adversely affect a student's academic performance. Reading is the first subject of the school day. Missing reading instruction, can negatively affect a student's ability to read on grade-level.

- After 10 Tardies, a social worker referral is made for a house visit
 - If confirmed the child does not live at the residence, the child will be withdrawn from school.
- After 15 Tardies, a meeting is held with administration to find ways to support
- After 20 Tardies, a DFCS referral is made

*These same procedures will be used for Early Dismissals

Early Dismissal

Checking out a student multiple times can mean a gap in learning. Early dismissal ends at 3:30pm. Missing 30 minutes of instruction a day for a week, results in 2 1/2 hours of lost instruction or over the month or 10-hours. Early Dismissal should not be used to avoid the carpool line.

You must be in school by 3:30pm to check out your child early. Plan to be in the parking lot by 3:20pm to ensure enough time to park and get into the school.

We understand that emergencies happen. Please note: Only an administrator can allow a dismissal after 3:30pm for emergency purposes. A clerk will call for an administrator to assist you at the front door and make a decision. You may be asked to provide documentation.



■ SAFETY



Safety is the most important factor in our school's success. Throughout the year, we will have practice drills to make sure students know what to do in various situations. Students will learn safety measures for what to do if any of these situations occur: Medical Emergency, Severe Weather, Fire and Intruders when lockdown measures are needed. Please speak with your child about safety measures, especially how important it is to follow the directions of their teacher(s) and staff. In accordance with policy, we are expected to conduct:

- One Fire Drill each month
- One Medical Emergency Drill each semester
- One Lockdown or Code Red Drill each nine weeks
- Two Severe Weather Drills (as indicated by the State)

A Safety Plan is developed each year and provided to our Cobb County School District Police Department. This plan is not shared with parents as providing the plan to everyone is not safe and makes our school vulnerable as we do not know the intent of each individual with this information.

EXPECTATIONS FOR VISITORS

It is also important that parents adhere to the following safety expectations:

- Showing your physical state issued ID upon arrival for each visit (at the gray box outside the front office)
- State why you are visiting campus (adults are not always on campus for school purposes)
- You should only enter once permitted. We must verify each individual. Do not hold the door for someone who is not with you.
- Immediately report to the front desk clerk or volunteer upon arrival
- Check in using our computer system
 - If you are dropping off an item for a student. You may sign that item in and leave on the bookshelf, then exit using one of the two doors on the left. • All vetted volunteers must sign-in and sign-out.
- Keep your identification sticker or badge on at all times (above the waist)
- Stay in your designated area only.
- Interactions should always be respectful. Parents/family members who yell, use profanity or use physical means to handle affairs or record teachers for confrontation purposes will be issued a "No Trespass" by Cobb County Police.
- Parents should only be on campus for the purpose of handling business regarding their child. Confronting students regarding matters with your own child are prohibited and may result in a "No Trespass" by CCSD Police.
- All meetings with teachers must be scheduled or at the direction of an administrator.
- Only family members on the approved list can visit in our building. No exceptions.
- Parents/visitors should only use the front entrance for access to the building. These guidelines are established to keep students and staff safe and help protect instructional time.



■ STUDENT CODE OF CONDUCT



The school will follow District guidelines concerning the student code of conduct, which can be found on the CCSD website: www.cobbk12.org.

Please be mindful of the following:

- Students should refrain from bringing unauthorized items that would violate the CCSD Code of Conduct (i.e. - sharp objects such as pocket knives or toys that resemble weapons, including water guns) These items will be collected by CCSD Police and will result in disciplinary action according to Cobb Policy.
- Pets are not allowed on campus.
- Students should follow the District policy for dress code.
- Students should also be mindful of their language as profanity and/or threats, even when playing, are taken seriously. A student that expresses verbally or in writing wanting to hurt someone will be issued a consequence according to CCSD policy.
- Students should respect each other's space and personal belongings. Touching students on the bottom, private areas or peeking through or recording anyone through restroom stalls is not allowed as these are violations of the Code of Conduct.
- Bullying is not tolerated on school property, on school vehicles, bus stops or at school related functions or activities. This includes cyberbullying. Students should report bullying to a trusted adult immediately. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.
- Pushing, shoving, hitting and rough/boisterous behavior is not allowed. All are violations of the student code of conduct.
- Drugs and alcohol are not permitted on school ground or at school events.
 - Side note: Staff cannot accept alcoholic beverages as gifts. Drugs and alcohol are not permitted on school ground or at school events either by adults.

Confidential information, which is part of a child's school record will only be shared with the enrolling adult. We cannot and will not share discipline consequences given to another child or medical information. Sharing this information is a violation of privacy laws.

The school will handle matters that occur on school property. We will not address matters that happen in the neighborhood or between adults. The school will not setup meetings between families or share your information to help you set up a meeting.

The administrator at each CCSD school or authorized representative may, with probable cause to suspect student involvement, conduct reasonable investigations and/or searches to properly address student misconduct or safety issues without enrolling adult permission. Refer to Policy JCAB.

Griffin Wildcats ROAR (are Respectful, show Ownership, are Accountable, and are Resilient)



 Lead Boldly, ROAR Proudly				
	RESPECT <i>Lead boldly by showing value and consideration for yourself, others, and your environment.</i>	OWNERSHIP <i>Roar proudly by showing care for yourself, others, and your environment through your words and actions.</i>	ACCOUNTABLE <i>Lead boldly by taking responsibility for your actions, decisions, and learning.</i>	RESILIENT <i>Roar proudly by using self-control and modeling positive choices.</i>
HALLWAY	- Follow adult directions the first time given. - Use 0-1 voice level with school-appropriate language.	Take care of our school spaces by keeping up with your materials and disposing of trash properly. 	Walk directly to your location with the assigned flow of traffic and have an individual pass when needed.	Maintain self-control by keeping your hands, feet, and objects to yourself.
RESTROOM	Use 0-1 voice level with school-appropriate language.	Keep facilities clean and operational and report any misuse or issues to an adult.	- Ensure only one person with a pass is in each stall. - Go, Flush, Wash, Leave. 	Maintain self-control by keeping your hands, feet, and objects to yourself.
CAFETERIA	- Follow adult directions the first time given. - Use 0-2 voice level with school-appropriate language.	Use food and cafeteria items the right way and clean up your area before you leave. 	Stay in your assigned location and remain seated until dismissed.	Maintain self-control by choosing positive problem-solving over reacting negatively.
ARRIVAL/DISMISSAL/BUS	- Follow adult directions the first time given. - Use 0-2 voice level with school-appropriate language.	Know your transportation mode and only leave when your mode is called.	Walk directly to your assigned location with everything you need at the appropriate time.	Maintain self-control by keeping your hands, feet, and objects to yourself. 
DIGITAL/TECH USE	Maintain the integrity and operational status of school technology.	Use devices for assigned academic purposes. 	- Accept consequences for misuse and destruction. - Practice appropriate digital citizenship.	Maintain self-control by choosing positive problem-solving over reacting negatively.
SHARED SPACES	Follow adult directions the first time given. 	Use equipment, facilities, and supplies for intended use, and report any misuse or issues to an adult.	Remain in your assigned location and have a pass when needed.	Maintain self-control by keeping your hands, feet, and objects to yourself.

CHILD ABUSE/NEGLECT

State laws designate educators as mandated reporters in the event of suspected child abuse or neglect. CCSO staff are protected against legal consequences for reporting abuse. If abuse or neglect is suspected, a formal report will be made to the Department of Family and Children's Services. It is not required for parents to be informed prior to a referral being made or the student being questioned. The school will not answer questions about any reports made or what was shared by a student.



MEDICAL MATTERS

Parents must notify the school of diagnosed medical conditions. Information and requirements for the school should be put in writing by the physician. Medication is administered at school only under specific conditions and requires written permission on the "Authorization to Give Medication at School" form. The dosage and time to be given must be noted. All medication (prescription or non-prescription) brought from home must be in the original, properly labeled container. The date of the bottle must be current within the past twelve months. Students may not transport any prescription medication containing a controlled substance. Medications will be stored and dispensed in the clinic. The only exception is if a student needs an inhaler or Epi pen. Students may have inhalers with them during the school day with special approval. If your child forgot to take their medication at home, the parent may bring the medication to school, but medication must be administered in the clinic for privacy and documentation purposes.

Our School Nurse is there to provide medical assistance for minor issues such as scrapes, minor cuts and triage concerns such as headaches, cold/flu symptoms, etc. We are not a medical facility. Please monitor your child at home for cold/flu symptoms. Students should not be at school with a fever or diarrhea and should not return to school unless fever or diarrhea free without the support of medication for 24 hours.

If an accident or medical emergency occurs during school requiring medical attention, the school will contact the parent. If contact cannot be made, the child may be taken to a local emergency room. Judgment is at the discretion



of school authorities and parents/guardians assume financial responsibility. It is important that emergency information is kept up-to-date.

FIELD TRIPS (ON AND OFF CAMPUS)



Field trips are planned to enrich learning and permission is required for students to attend. Permission must be given in ParentVUE for your child to attend.

The cost is shared by participating students. If your family cannot afford the cost of a field trip, contact your child's teacher.

When requested, parents attending field trips will need to go through District volunteer training with administration. Parents who desire to check out their child from a field trip location must complete a release form at the site.



■ Support Services



ESOL

The ESOL Program helps ensure the English language development and academic success of English Learners (ELs). The ESOL Program aims to provide a high-quality instructional program designed to develop proficiency in English, while meeting challenging State academic content and student academic achievement standards.

RESPONSE TO INTERVENTION (RTI)

RTI is a flexible model to provide assistance that matches learners' needs.

Strategies at each Tier support academic and/or behavioral needs.

Tier 1: Performance Based Instruction for All Students

Tier 2: Targeted Interventions provided by classroom teacher

Tier 3: Intensive Interventions provided by support staff

Tier 4: Specially Designed Instruction provided through an IEP under Special Education

SPECIAL EDUCATION SERVICES

Specialized programs are available for students with exceptionalities or disabilities who have an Individualized Education Plan (IEP). Please contact the school Support and Services Administrator (SSA) with any questions.

GIFTED PROGRAM

The gifted program (Target) begins in 1st Grade. Student participation is based on certain criteria. Goals for students include fostering creative/productive thinking, improving research and discussion skills, promoting higher levels of thinking, and extending the academic program. Students with the gifted classification are provided services in Gifted Resource and AC classes.

ACCELERATED CONTENT (AC)

students are grouped on the basis of academic performance/achievement in a specific content area. Classes include gifted and highly able students who have demonstrated exceptional ability and motivation in a particular content area as determined by criteria.

SCHOOL COUNSELORS

The counselors at Griffin provide classroom lessons, facilitate small groups, work with individual students and meet with parents and teachers as needed. Please inform our counselors if your family or child is experiencing difficulties or needs support. Our counselors can provide referrals to outside agencies and provide parent workshops to promote your child's success.



■ VOLUNTEERS



There are many ways to volunteer. Please reach out to our PTSA and/or School Foundation for these different opportunities. Volunteers should only be on campus for school business for PTSA, School Foundation or Principal Advisory Council and should not disrupt the instructional day while on campus. Please make alternative care arrangements for younger children to ensure the safety of all children, as well as the integrity of the instructional program.

Parent volunteers are essential to our school's success. Participation as a volunteer does not provide special privileges such as a class placement, open visits to classrooms, or student exemption from disciplinary action per Cobb County Code of Conduct. The school will continue to operate in a manner that protects the integrity of our school program.

■ PARENT/COMMUNITY ORGANIZATIONS



Griffin has an active PTSA and School Foundation. For more information on how you can be involved at Griffin, please review the information below.

PARENT-TEACHER ASSOCIATION (PTSA)

Griffin Middle School's Parent Teacher Student Association (PTSA) connects with our engaged community every day and advocates for all children. We support our teachers through classroom and grade-level supply reimbursement, produce a weekly e-newsletter, provide one free spirit wear t-shirt and several events throughout the year.

Griffin FOUNDATION

The Griffin Middle Foundation is a parent and staff-led non-profit established to enhance educational opportunities at Griffin Middle. Each year, through our Griffin Campaign, we raise money to support curriculum enrichment, teacher grants, technology, and student programs that go beyond the school's standard budget. Contributions also support classroom materials, professional development, technology upgrades, building enhancements, and special projects across all grade levels. All donations directly impact the educational experience for all Griffin students!